



January 22, 2021

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| DIRECTIVE: | JOB CORPS PRH CHANGE NOTICE NO. 20-04 |
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TO: ALL JOB CORPS NATIONAL OFFICE STAFF
ALL JOB CORPS REGIONAL OFFICE STAFF
ALL JOB CORPS CENTER DIRECTORS
ALL JOB CORPS CENTER OPERATORS
ALL JOB CORPS FOREST SERVICE CENTER DIRECTORS
ALL JOB CORPS CENTER STAFF
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS
ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS
ALL CENTER USERS

FROM: DEBRA A. CARR
Acting National Director **Debra Carr**
Office of Job Corps

Digitally signed by Debra Carr
Date: 2021.01.22 10:12:41 -05'00'

SUBJECT: Revisions to the Policy and Requirements Handbook (PRH) to Implement Flexibilities in the Consolidated Appropriations Act of 2021

1. Purpose. To revise the PRH to implement Job Corps flexibilities in the Consolidated Appropriations Act of 2021 (Act) regarding the upper age limit for enrollment and drug testing.
2. Background. The Act, signed by the President on December 27, 2020, enacted certain flexibilities for Job Corps during a qualifying emergency as defined in Section 3502(a)(4) of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Pub. L. 116-136. These flexibilities allow Job Corps to waive the upper age limit for enrollment in certain circumstances and to defer the Workforce Innovation and Opportunity Act’s drug testing requirements until a student begins or resumes participation on-site at a center.
3. Explanation of Change. This notice revises the following areas of the PRH:

Section 1.2 R3.d.2.

“Be at least 16 years of age and not more than 24 years of age on the date of enrollment (i.e., date of departure for a center), with the following exceptions:

- (a) For an individual with a disability who is otherwise eligible, the maximum age limit may be waived (minimum age is still 16). Therefore, this eligibility requirement will require the AC to invite an applicant older than 24 to disclose whether he or she has a disability (see Appendix 201, Communicating with Persons with Disabilities).

- (b) During a qualifying emergency as defined in Section 3502(a)(4) of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Pub. L. 116-136, or the 1-year period immediately following the expiration of the qualifying emergency, an individual may be enrolled if they are more than 24 years of age on their date of enrollment as long as the individual is otherwise eligible for Job Corps and the individual:
- (1) submits an application by June 27, 2021 and is not older than 24 years of age on the date the application is submitted; and
 - For the purpose of this qualifying emergency waiver on the upper age limit, an application is considered submitted on the date that the AC opens an applicant file in OASIS for the applicant.
 - (2) turns 25 years of age during the qualifying emergency or the 1-year period immediately following the expiration of the qualifying emergency.”

Exhibit 1-1, Criterion 2. Age.

Identical language as added in Section 1.2 R3.d.2 above pertaining to the qualifying emergency waiver on the upper age limit is also added to Criterion 2 in Exhibit 1-1.

Section 2.3 R5.e.1(a)

Number (4) is added to this section as shown below:

- “(a) Students in the following categories must be tested for drug use:
- (1) New and readmitted students must be tested within 48 hours of arrival on center.
 - (2) Students who tested positive on entrance must be retested between the 37th and 40th day after arrival on center.
 - (3) Students who are reasonably suspected of using drugs at any point after arrival on center must be tested; this testing must take place as soon as possible after staff suspects use.
 - (4) During a qualified emergency as defined in Section 3502(a)(4) of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Pub. L. 116-136, the procedures in R5.e.1(a)(1)-(3) are not applicable to students participating in distance learning off-center until they begin or resume on-site participation at a Job Corps center.”

Section 2.3 R5.e.3(a)

The following paragraph is added to this section as shown below:

“If an intervention period takes place during off-center distance learning due to a qualifying emergency under the CARES Act, the intervention period restarts the day the student returns to the center to resume on-site participation.”

4. Effective Date. Immediately.

5. Inquiries. Inquiries should be directed to the appropriate Contracting Officer (CO) or Contracting Officer's Representative (COR).
6. PRH Website Access. This Change Notice and revisions to the PRH are available within 24-48 hours of this notice on the PRH Website at <https://prh.jobcorps.gov>.